

BLOXHAM PARISH COUNCIL

MONDAY 3 FEBRUARY 2020

Clerk & Responsible Financial Officer
Theresa Goss
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Middleton Cheney
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28 January 2020

Dear Councillor,

A meeting of the Parish Council will be held on **Monday 3 February 2020 at 7.30pm** at **St Mary's Parish Rooms, High Street, Bloxham**, to transact the business set out in the Agenda below, and you are summoned to attend.

The District Councillors Christine Heath, Mike Bishop and Andrew McHugh and County Councillor Kieron Mallon are also invited to attend.

T.Goss
Clerk to the Parish Council

A G E N D A

1. **Welcome/Recording of Meetings** – To welcome Councillors and the public to the meeting and advise on the procedure for the recording of meetings.
7:30pm

2. **Apologies for absence** - To receive any apologies for absence from the meeting.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

7:30pm

3. **Declarations of Interest**

(a) To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

(b) To consider any Dispensation Requests received by the Parish Clerk and not previously considered.

Advice on declarations of interest should be sought from the Clerk prior to the meeting, as advice cannot be given to Councillors at Parish Council meetings.

7:30pm – 7:35pm

4. **Minutes** - To confirm the minutes of the meetings held on 15 January 2020. **(Attached)**
7:35pm – 7:45pm

5. **Matters Arising** - To discuss any issues arising from the minutes of 15 January 2020 **7:45pm – 7:55pm**

6. **Chairman's Announcements**

7:55pm – 8:00pm

7. **Open Forum** - Residents of the village are invited to raise any items which concern the Parish.

8:00pm – 8:10pm

8. **Reports from County and District Councillors** - To receive reports from the Bloxham County Councillor and District Councillors.

8:10pm – 8:20pm

9. **Planning**

i) Planning Applications - To consider the following planning applications:

- 19/02968/F, Chequer Tree Farm, Ells Lane, Bloxham - Erection of building to provide a tea room, including food preparation area, toilets and training room as ancillary use to existing horticultural nursery.
- 20/00061/LB, The Malt House, Queen Street, Bloxham - Installation of a log-burning stove.
- Reinstatement of damaged hardstanding comprising compacted tarmac planings with a new surface of permeable macadam, following works approved under permission R3.0037/18 at The Warriner School, Banbury Road, Bloxham, Oxfordshire, OX15 4LJ
- Details pursuant to condition 3 (Travel Plan) of planning permission 18/01243/OCC (R3.0037/18) at The Warriner School, Banbury Road, Bloxham.

ii) Highways Meeting – To receive an update on the highways issues relating to the new SEN School, following a further meeting with the County Council and Cherwell District Council.

Plans can be viewed at <https://www.cherwell.gov.uk/info/115/planning/443/see-or-comment-on-a-planning-application23as>

8:20pm – 8:50pm

10. **Environment/Village Matters**

- i) St Mary's Church Improvement Project – To receive an update on the project to improve facilities at St Mary's Church, Bloxham.
- ii) Royal British Legion Centenary Year Celebrations and VE Day Celebrations – To discuss how the Parish Council could work with the Royal British Legion to celebrate these events.
- iii) Access to Public Rights of Way – To discuss improving the access to Public Rights of Way.
(Report to follow)
- iv) Outdoor Fitness Equipment – To discuss installing outdoor fitness equipment in the village.
(Report to follow)
- v) Bloxham Annual Parish Meeting – To discuss the Annual Parish Meeting being held on Thursday 16 April 2020.

8:50pm – 9:10pm

11. **Parish Council Matters**

- i) Parish Council Representatives - To receive reports from the Parish Council's Representatives on other bodies. **(Reports to follow)**
- ii) Councillors Training Courses – The following training courses are available to Councillors:

date	subject	Half/full day	trainer	location
Wednesday 5th February 2020	Preparing for End of Year Audit	Half /morning 10-12.30	Steve Parkinson	Blenheim Room, Begbroke Science Park, Woodstock Room, Begbroke OX5 1PF
	Understanding Internal Audit	Half /afternoon 2-4.30		
Wednesday 12 th February 2020	Charity Law	Full day	Roger Taylor	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN
Monday 24 th February 2020	Planning – How local councils fit into the planning system and effective responses to planning applications	Half/ morning	Phil Shaw	West Oxfordshire District Council, Witney, OX28 1NB
Wednesday 18 th March 2020	Roles and Responsibilities for new councillors and clerks	Full day	Elizabeth Howlett	Didcot Civic Hall, Britwell Road, Didcot OX11 7JN

9:10pm – 9:15pm

12. **Financial Matters**

- i) Accounts for Payment and Bank Reconciliation - To approve the accounts for payment and note the bank reconciliation. **(Report to follow)**

9:15pm – 9:20pm

13. **Correspondence** – Items of correspondence will be circulated to members. **9:20pm**

14. **Public and Press** – To consider passing a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting for item numbered 15 on the grounds that it could involve the likely disclosure of private and confidential information. **9:20pm**

15. **Jubilee Hall, Section 106 Project** - To receive an update on the project.

9:20pm - 9:30pm

16. **Meeting Dates** – Future meeting dates for Bloxham Parish Council are stated below. They will commence at 7.30pm in St Mary's Parish Rooms, Bloxham, unless stated otherwise:

- 18 February 2020
- 2 March 2020
- 17 March 2020
- 6 April 2020 (Only one meeting in April 2020)
- 16 April 2020 (Annual Parish Meeting at Warriner School Hall)
- 4 May 2020
- 20 May 2020 (At Bloxham Primary School)

9:30pm

17. **Items for the Next Agenda/Items of Information**

- Highway Officer to attend a future meeting
- Dog Friendly Stiles
- Marie Jones, Warden at The Slade
- Jennifer Ballinger, Cherwell District Council's Conservation Officer/Bloxham Conservation Area Re-Appraisal

- Community Benefits List
- Internal Audit Report 2019/2020

9:30pm

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety and Human Rights.

Parish Council 'Drop-in and Chat' Sessions are usually held on second Saturday of the month, at the Ex-Serviceman's Hall from 10.30am to 11.30am. Residents are invited along to meet their Parish Councillors and discuss any items affecting the village.

Next Session: Saturday 8 February 2020 (Councillors Joanna Barton and Leonard Leigh)

All reports and minutes are available on the Parish Council website www.bloxhamparishcouncil.co.uk